

RECORD OF PROCEEDINGS

**MINUTES OF THE BOARD OF DIRECTORS OF
THE INVERNESS WATER AND SANITATION DISTRICT**

HELD: February 7, 2018 at 3:00pm
at
188 Inverness Drive West, Suite 150
Englewood, CO 80112

ATTENDEES Directors present: Charlie Davis, Tom Morton, and Bart Spaulding. Others present: Clay Boelz; Inverness Properties, Randy Warren, Luis Tovar, and Kelly Conover; Mulhern MRE, Inc., Erin Smith; Norton and Smith P.C.
Upon motion duly made, seconded and upon vote, the Board unanimously excused Directors Stone and Christensen.

CONFLICT OF INTEREST Upon motion duly made, seconded and unanimously carried, the statements for the Directors, filed with the State of Colorado, Division of Local Governments were ratified.

PUBLIC COMMENT
There was no public present.

AGENDA The Board reviewed the agenda. Upon motion duly made, seconded and upon vote, unanimously carried, the Board approved the agenda.

CONSENT AGENDA
The Board considered the Consent Agenda. The Consent Agenda included approval of the minutes from the December 6, 2017 meeting. Upon motion duly made by Director Davis, seconded by Director Morton and unanimously carried, the Board approved the minutes.

Luis Tovar and Randy Warren provided a review of the Disbursements dated December 6, 2017, through February 2, 2018 and the investments as of December 31, 2017. Following discussion, upon motion by Director Morton, seconded by Director Davis, and upon vote, unanimously carried.

Randy Warren reviewed the financial statements as of December 31, 2017. Following Board discussion and upon motion duly made by Director Davis, seconded by Director Morton and upon vote, unanimously carried, the Board ratified the Disbursements and investments and accepted the financial statements.

RESOLUTION ON 2018 ELECTION AND DESIGNATION OF ELECTION OFFICIAL

Following Board discussion, upon motion duly made by Director Morton, seconded by Director Davis and upon vote, the Resolution was unanimously adopted.

PROJECT UPDATES

Randy Warren reviewed the 2017 Project Memo that reviewed District projects completed and ongoing as well as project planning for 2018. He also reviewed a memo regarding Operator Staffing. In September 2017, the fourth operator position was filled and Marty Deline, District ORC, intends to retire mid-year. Mulhern MRE has hired a new employee that is interested in helping the Operators transition through the retirement.

Luis Tovar reviewed the project update memo provided in the board packet related to the sewer lining project, valve repairs, well #2 rehabilitation, irrigation meter retrofits, irrigation pump station, water model update, building 56-58 sanitary sewer upgrade, water quality items and water tank inspections.

CONTRACTS

Randy Warren and Luis Tovar reviewed the Contracts as listed and detailed below:

1. **MMRE Operator Support** – MMRE requests an amendment to the 2018 management contract for costs related to operating staff support in the amount of \$32,000 (\$8,000/mo Feb-May)
2. **Well #2 Casing Repair** – Costs to repair holes found in well casing allowing an inflow of water in the amount of \$19,000. Please ratify this expense.
3. **Irrigation Meter Installation** – Baird Grounds Maintenance performed preliminary installation of separate irrigation meters on 6 properties for \$16,200.

Upon motion duly made by Director Davis, seconded by Director Morton and upon vote, unanimously carried, the Board approved the contracts listed above.

ADJOURNMENT There being no further business to come before the Board and upon motion duly made, seconded and unanimously carried the meeting was adjourned. The next regular meeting is scheduled for April 4, 2018 at 3:00 at the new District office location at 188 Inverness Drive West, Suite 150 Englewood, CO.

Date: _____
READ AND APPROVED BY THE BOARD:

Charles Davis, Secretary

RECORD OF PROCEEDINGS

**MINUTES OF THE BOARD OF DIRECTORS OF
THE INVERNESS WATER AND SANITATION DISTRICT**

HELD: April 4, 2018 at 3:00pm

at

188 Inverness Drive West, Suite 150
Englewood, CO 80112

ATTENDEES Directors present: Charlie Davis, Tom Morton, Joel Christensen and Bart Spaulding. Others present: Clay Boelz; Inverness Properties, Randy Warren, Luis Tovar, and Kelly Conover; Mulhern MRE, Inc., Erin Smith; Norton and Smith P.C.
Upon motion duly made, seconded and upon vote, the Board unanimously excused Director Stone.

CONFLICT OF INTEREST Upon motion duly made, seconded and unanimously carried, the statements for the Directors, filed with the State of Colorado, Division of Local Governments were ratified.

PUBLIC COMMENT
There was no public present.

AGENDA The Board reviewed the agenda. Upon motion duly made, seconded and upon vote, unanimously carried, the Board approved the agenda.

CONSENT AGENDA
The Board considered the Consent Agenda. The Consent Agenda included approval of the minutes from the February 7, 2018 meeting. Upon motion duly made by Director Christensen, seconded by Director Morton and unanimously carried, the Board approved the minutes.

Luis Tovar and Randy Warren provided a review of the disbursements dated February 15, 2018 through March 31, 2018 and the investments as of March 2018. Following discussion, upon motion by Director Christensen, seconded by Director Davis, and upon vote, the Board unanimously approved the disbursements and investments as presented.

There were no financial statements for review.

PUBLIC HEARING ON RATES
Upon motion duly made by Director Spaulding, seconded by Director Davis, and upon vote, the Board opened a public hearing on the proposed 2018 Rates. There being no public present, the public hearing was closed.

Randy Warren reviewed the staff recommendation for a water service rate increase of 5% and addressed Board member questions. Sewer service rates were not increased at this time.

RESOLUTION ON 2018 RATES

Upon motion duly made by Director Morton, seconded by Director Davis and upon vote, the Board unanimously approved the Resolution to increase water service rates by 5% effective May 1, 2018.

PROJECT UPDATES

Randy Warren provided a memo reviewing some administrative changes related to District banking and the accounting and billing services. Randy recommended that the District move its operating checking account from Wells Fargo to Colorado State Bank and Trust. Upon motion duly made by Director Spaulding, seconded by Director Davis and upon vote, the Board unanimously approved the Resolution Approving the Opening of a Bank Account with Colorado State Bank and Trust and Approving Signatories to the Account.

Randy also discussed assigning the 2018 District Accounting and Finance contract to Mulhern MRE, Inc.

Randy reviewed the Project Update memo.

Luis Tovar reviewed the project update memos provided in the Board packet related to the sewer lining project, valve repairs, well #2 rehabilitation, irrigation meter retrofits, irrigation pump station, building 56-58 sanitary sewer upgrade, water quality items, CDPHE reporting, and ASR due diligence.

CONTRACTS

Randy Warren and Luis Tovar reviewed the Contracts as listed and detailed below:

1. Mulhern MRE – Accounting/Billing Services – Staff requests to assign the 2018 accounting and billing services from IPLLC to Mulhern at no change in cost, \$94,000
2. Applied Ingenuity – Well #2 Repairs – Costs to replace well motor only, for \$43,463
3. Mulhern MRE – Irrigation Meters – Project Management on time and materials basis for \$26,500
4. Baird Grounds Maintenance – Irrigation Meters – Retrofit of 65 irrigation meters for \$201,125
5. Mulhern MRE – Sanitary Sewer Assessment – Staff will complete review of sanitary sewer video, complete report and provide recommendation of repairs for \$10,000
6. Mulhern MRE – Sanitary Sewer Lining– Project Management and bid services \$27,5000
7. TBD – Sanitary Sewer Lining – Staff is completing due diligence on the contractors’ references but anticipate an award prior to the next meeting. This project amount below is currently the highest

bid. Staff recommends approval of an amount NTE \$336,891 for the project.

8. Mulhern MRE – Valve Replacements – Project Management - \$18,000
9. T Lowell Construction – Valve Replacements – Low bid contractor \$250,000
10. Excell Pumps – Irrigation Pump Station – installation of new pump and modification to piping \$43,909.34
11. CH2M – Water Quality – CH2M will provide Blending and Corrosion study to analyze effects of District’s 3 water sources, \$20,000

Upon motion duly made by Director Davis, seconded by Director Morton and upon vote, unanimously carried, the Board approved the contracts listed above.

ADJOURNMENT There being no further business to come before the Board and upon motion duly made, seconded and unanimously carried the meeting was adjourned. The next regular meeting is scheduled for June 6, 2018 at 3:00pm at the District office location at 188 Inverness Drive West, Suite 150 Englewood, CO.

Date: _____
READ AND APPROVED BY THE BOARD:

Charles Davis, Secretary

RECORD OF PROCEEDINGS

**MINUTES OF THE BOARD OF DIRECTORS OF
THE INVERNESS WATER AND SANITATION DISTRICT**

HELD: May 30, 2018 at 3:00pm
at
188 Inverness Drive West, Suite 150
Englewood, CO 80112

ATTENDEES Directors present: Charlie Davis, Tom Morton, Joel Christensen and Brett Stone. Others present: Clay Boelz; Inverness Properties, Randy Warren, Luis Tovar, and Laurie Tatlock; Mulhern MRE, Inc., Erin Smith; Norton and Smith P.C.
Upon motion duly made, seconded and upon vote, the Board unanimously excused Director Spaulding.

CONFLICT OF INTEREST Upon motion duly made, seconded and unanimously carried, the statements for the Directors, filed with the State of Colorado, Division of Local Governments were ratified.

PUBLIC COMMENT
There was no public present.

AGENDA The Board reviewed the agenda. Upon motion duly made, seconded and upon vote, unanimously carried, the Board approved the agenda.

CONSENT AGENDA
The Board considered the Consent Agenda. The Consent Agenda included approval of the minutes from the April 4, 2018 meeting. Clay Boelz suggested adding a sentence noting that sewer rates were not increased. Upon motion duly made by Director Christensen, seconded by Director Morton and unanimously carried, the Board approved the corrected minutes.

Luis Tovar and Randy Warren provided a review of the disbursements dated March 22, 2018 through May 24, 2018 and the investments as of April 30, 2018. Following discussion, upon motion by Director Morton, seconded by Director Stone, and upon vote, the Board unanimously approved the disbursements and investments as presented.

Following discussion, upon motion made by Director Christensen, seconded by Director Stone, the financial statements dated April 30, 2018 were accepted.

PROJECT UPDATES
Luis Tovar reviewed the project update memo provided in the Board packet related to the sewer lining project, Regulation 84 reporting, the

aeration system at the effluent reservoir, upgrades to the effluent irrigation system, the status of Denver Water drought restrictions, pressure testing of the sanitary sewer dual force mains, retrofitting of the irrigation meters, Denver Water/Meridian emergency interconnect, and the need for landscape repairs at 56/58 after the sewer line repairs.

Randy Warren briefed the Board on discussions that he has had with ACWWA regarding leasing or selling Inverness' sanitary sewer capacity at the Lone Tree Creek Water Reuse Facility.

Clay Boelz asked about updates regarding the Cherry Creek Project Water Authority. Luis advised that the land sale of the Vessel property will close on May 31, 2018 and that there had been discussions regarding the use of sale proceeds to develop water rights. Clay suggested that management prepare a cost vs. water produced summary on the project.

CONTRACTS

Randy Warren and Luis Tovar reviewed the Contracts as listed and detailed below:

1. Groove Ford – Operations Vehicle Purchase – Staff requests authorization to purchase a 2018 F-150 for a price of \$33,620.
2. Mulhern MRE – 2018 Operations Oversight - \$8,000 a month for 3 months.
3. Western Proscapes – Landscape Repairs at the 56/58 Sewer Line Project

Upon motion duly made by Director Davis, seconded by Director Morton and upon vote, unanimously carried, the Board approved the contracts listed above.

EXECUTIVE SESSION

Upon motion duly made by Director Christensen, seconded by Director Stone and upon vote, the Board unanimously moved into an executive session pursuant to *C.R.S. 24-6-402(4)(b)* for conferences with the attorney for the District for the purposes of receiving legal advice on specific legal questions related to Building 160 Inverness valve repairs.

ADJOURNMENT There being no further business to come before the Board and upon motion duly made, seconded and unanimously carried the meeting was adjourned. The next regular meeting is scheduled for August 1, 2018, at 3:00 pm at the District office location at 188 Inverness Drive West, Suite 150 Englewood, CO.

Date: _____

READ AND APPROVED BY THE BOARD:

Charles Davis, Secretary

RECORD OF PROCEEDINGS

**MINUTES OF THE BOARD OF DIRECTORS OF
THE INVERNESS WATER AND SANITATION DISTRICT**

HELD: August 1, 2018 at 3:00pm

at

188 Inverness Drive West, Suite 150

Englewood, CO 80112

ATTENDEES Directors present: Charlie Davis, Joel Christensen and Brett Stone. Others present: Clay Boelz; Inverness Properties, Randy Warren, Luis Tovar, and Kelly Conover; Mulhern MRE, Inc., Erin Smith; Norton and Smith P.C. Upon motion duly made, seconded and upon vote, the Board excused Directors Spaulding and Morton.

CONFLICT OF INTEREST Upon motion duly made, seconded and unanimously carried, the statements for the Directors, filed with the State of Colorado, Division of Local Governments were ratified.

PUBLIC COMMENT
There was no public present.

AGENDA The Board reviewed the agenda. Upon motion duly made, seconded and upon vote, unanimously carried, the Board approved the agenda.

CONSENT AGENDA
The Board considered the Consent Agenda. The Consent Agenda included approval of the minutes from the May 30, 2018 meeting. Upon motion duly made by Director Davis, seconded by Director Christensen and unanimously carried, the Board approved the minutes.

Luis Tovar and Randy Warren provided a review of the disbursements dated May 23 through August 1, 2018 and the investments as of July 2018. Following discussion, upon motion by Director Davis, seconded by Director Stone, and upon vote, the Board unanimously approved the disbursements and investments as presented.

Randy Warren reviewed the financial statements through June 2018. Upon motion duly made by Director Christensen, seconded by Director Davis, upon vote, the financial statements were unanimously accepted.

RESOLUTION ON WATER RESTRICTIONS
Luis Tovar reviewed the Resolution and the stage 2 restrictions proposed for all customers in the District for outdoor watering.

The Board discussed the potable and non-potable supply and the effects of the restrictions on each user. Non-potable users are able to water 4 days

with effluent water, where potable users are restricted to 3 days. Rules and Regulations require at least 5 days of notice to customers prior to enforcement. Erin Smith made changes in the Resolution provided in the Board packet related to the excluded properties and how through the exclusion agreements, the property is subject to these same restrictions. Upon motion duly made by Director Davis, seconded by Director Christensen and upon vote, the Board unanimously approved the Resolution and Order of the Board Ordering Mandatory Water Restrictions. Staff was directed to circulate the order to all customers in the District via email, mailing and the District website as soon as possible.

PROJECT UPDATES

Luis Tovar reviewed the items in the project update memos. Luis reviewed the sanitary sewer lining project that will begin around Labor Day. Notices will be sent out to adjacent property owners to inform them of the work and what to expect. Valve repairs are complete with an additional 4 broken valves being repaired. The irrigation meter replacements are underway. Luis discussed the cost of abandonment of 500 feet of dead end line near building 145. Staff proposes to complete conversion of some properties to non-potable irrigation with some proposed customer incentives. Incentives include covering connection costs, a non-potable rate for 3 years, submitting documentation to the CDPHE on behalf of owner, and providing Regulation 84 training to property representatives. Director Christensen asked that staff study the capacity and flow of the line to not overtax the main line and cause breakage with the proposed increase in use. The Board was supportive of the proposed incentives following staff confirming the line capacity. Randy Warren reviewed the operation dashboard with the Board.

CONTRACTS

Luis Tovar reviewed the Contracts as listed and detailed below:

1. Mapping Updates – MMRE proposes to update the District mapping not to exceed \$8,500
2. Water/Wastewater Modeling – MMRE proposes to update the modeling software for the District not to exceed \$5,000
3. Water Supply Master Plan Update - MMRE will update the current Master Plan completed in 2015 not to exceed \$25,000
4. Valve Replacements CO #1 – The contractor completed 4 additional valve repairs during the project that were not included in the scope. Please ratify this expense for \$50,500
5. Water Quality Repairs – Vertex Builders will install an air-vac assembly and manhole for the District while completing the tie-in for building 145 for a cost not to exceed \$21,500
6. Sulphur Burner Replacement – Water Made Right will provide a new sulphur burner for the maintenance of the effluent reservoir at \$17,000
7. Operations Assistance - MMRE will continue to provide engineering support to the Operators through December 2018 (4

additional months on top of the Feb-Aug previously approved) at \$8,000 per month.

Upon motion duly made by Director Christensen, seconded by Director Stone and upon vote, unanimously carried, the Board approved the contracts listed above.

ADJOURNMENT There being no further business to come before the Board and upon motion duly made, seconded and unanimously carried the meeting was adjourned. The next regular meeting is scheduled for October 3, 2018, at 3:00 pm at the District office location at 188 Inverness Drive West, Suite 150 Englewood, CO.

Date: _____

READ AND APPROVED BY THE BOARD:

Charles Davis, Secretary

RECORD OF PROCEEDINGS

**MINUTES OF THE BOARD OF DIRECTORS OF
THE INVERNESS WATER AND SANITATION DISTRICT**

HELD: October 3, 2018 at 3:00pm
at
188 Inverness Drive West, Suite 150
Englewood, CO 80112

ATTENDEES Directors present: Charlie Davis, Joel Christensen, Tom Morton and Brett Stone. Others present: Clay Boelz; Inverness Properties, Randy Warren, Luis Tovar, and Kelly Conover; Mulhern MRE, Inc., Charles Norton; Norton and Smith P.C.

Upon motion duly made, seconded and upon vote, the Board excused Director Spaulding.

**CONFLICT OF
INTEREST**

Upon motion duly made, seconded and unanimously carried, the statements for the Directors, filed with the State of Colorado, Division of Local Governments were ratified.

PUBLIC COMMENT

There was no public present.

AGENDA

The Board reviewed the agenda. Upon motion duly made, seconded and upon vote, unanimously carried, the Board approved the agenda as presented.

CONSENT AGENDA

The Board considered the Consent Agenda. The Consent Agenda included approval of the minutes from the August 1, 2018 meeting. Upon motion duly made by Director Davis, seconded by Director Christensen and unanimously carried, the Board approved the minutes.

Luis Tovar and Randy Warren provided a review of the disbursements dated August 1st through October 2, 2018 and investments as of September 2018. Following discussion, upon motion by Director Christensen, seconded by Director Davis, and upon vote, the Board unanimously approved the disbursements and ratified the investments as presented.

RATIFY 2017 AUDIT

Randy Warren reviewed the 2017 Audit that was distributed via email and filed with the State by the September 30th deadline. Randy suggested that the District staff research other companies for next year's audit.

Upon motion duly made by Director Morton, seconded by Director Davis and upon vote, the Board unanimously ratified the 2017 Audit presented and filed with the State Auditor's office.

PRELIMINARY 2019 BUDGET

Randy Warren reviewed the memo provided in the Board packet on the preliminary 2019 budget numbers. There is no suggested change to the mill levy. The excess tax receipts will be used to prepay the remaining bond.

There is no board action needed at this time. A Budget Hearing will be scheduled for the December meeting.

PROJECT UPDATES

Luis Tovar reviewed the items in the project update memos. Luis reviewed the iron and manganese treatment systems. Staff requested that the board consider approving costs related to a new skid at the Advanced Water Treatment building, the only location where no new housing is required.

The sanitary sewer lining project is underway. The project is expected to be completed in the next couple weeks. Director Christensen asked staff to review the contractors work and access areas. The contract parameters includes restoration and repairs. The operation is not interfering with golf course play.

Luis discussed an opportunity to purchase additional WISE water supply from Douglas County. Inverness could consider purchasing 100 acre feet of water from Douglas County. Staff proposes drafting a water trade with the Pinery for access and capacity in lines to move the water.

Luis updated the Board on the Cherry Creek Project Water Authority land sale for \$7.3M. The funds are expected to be used to expand the Walker Reservoir for storage. The Board discussed the options available to the District to increase the available water supply. Staff is to compare capital costs of each option to project needs and costs.

There are two tasks remaining for the Irrigation Pump Station upgrade. Tasks 2 and 3 were previously put on hold to accommodate the use of the pump station. These tasks involve 3 new VFDs and modifications and additions to the SCADA system. Staff recommends moving forward with this upgrade at this time and requests approval of the expenditure.

Staff provided a proposal at the August meeting to expand the use of the non-potable system throughout the District. Staff proposes to complete a water model to ensure there is adequate pressure and line capacity to service the proposed increased demand by converting properties to the effluent supply. A map of the current system and users was provided in the packet. The modeling will be used to look at the existing users and

capacity, and then adding 4 buildings along I-25 as well as properties on the south side of the District just south of the Athletic Club.

The irrigation meter retrofit project proposed 65 outdoor meter replacements however, an additional 16 meters were converted to an indoor retrofit. The contractor was asked to provide a cost of installation for the remaining meters. Staff is hoping to have all irrigation separately metered by the beginning of next year.

CONTRACTS

Luis Tovar reviewed the Contracts as listed and detailed below:

1. **Water Modeling for Non-Potable System** – MMRE will model the system with assumptions of new properties being added to the system for a cost of **\$10,000**
2. **Cooling Tower Meter Retrofits** – MMRE proposes to oversee and coordinate with building owners/representatives to install cooling tower meters throughout the park for **\$5,000**
3. **Non-Potable Irrigation Meter Replacements** – The District would purchase meters from Dana Kepner to replace old irrigation meters at properties throughout the District.
4. **Irrigation Pump Station Upgrade** – Browns Hill will purchase and install 3 new VFDs and make SCADA modifications for **\$93,440**
5. **Iron and Manganese Treatment System Improvements** – Purchase a new treatment skid for the filtration system to be installed at the AWT for **\$67,930**
6. **Effluent Reservoir Aeration System** - Blue Solutions proposes to provide a design and bid specifications to improve the aeration system and the water quality of the Reservoir for **\$24,030**

Upon motion duly made by Director Davis, seconded by Director Christensen and upon vote, unanimously carried, the Board approved the contracts listed above.

ADJOURNMENT There being no further business to come before the Board and upon motion duly made, seconded and unanimously carried the meeting was adjourned. The next regular meeting is scheduled for December 5, 2018 at 3:00pm at the District office location at 188 Inverness Drive West, Suite 150 Englewood, CO.

Date: _____

READ AND APPROVED BY THE BOARD:

Charles Davis, Secretary

RECORD OF PROCEEDINGS

**MINUTES OF THE BOARD OF DIRECTORS OF
THE INVERNESS WATER AND SANITATION DISTRICT**

HELD: December 5, 2018 at 3:00pm

at

188 Inverness Drive West, Suite 150

Englewood, CO 80112

ATTENDEES Directors present: Charlie Davis, Joel Christensen, Tom Morton and Brett Stone. Others present: Clay Boelz; Inverness Properties, Randy Warren, Luis Tovar, and Kelly Conover; Mulhern MRE, Inc., Charles Norton; Norton and Smith P.C.

Upon motion duly made, seconded and upon vote, the Board excused Director Spaulding.

**CONFLICT OF
INTEREST**

Upon motion duly made, seconded and unanimously carried, the statements for the Directors, filed with the State of Colorado, Division of Local Governments were ratified.

PUBLIC COMMENT

There was no public present.

AGENDA

The Board reviewed the agenda. Upon motion duly made, seconded and upon vote, unanimously carried, the Board approved the agenda.

CONSENT AGENDA

The Board considered the Consent Agenda. The Consent Agenda included approval of the minutes from the October 3, 2018 meeting. Following review and discussion, staff suggested removing the last line of paragraph 2 on page 2 of the minutes regarding bond payments. Upon motion duly made by Director Morton, seconded by Director Stone and unanimously carried, the Board approved the minutes with discussed changes.

Luis Tovar and Randy Warren provided a review of the disbursements dated October 3rd through December 4, 2018. There were no financial statements. Following discussion, upon motion by Director Davis, seconded by Director Morton, and upon vote, the Board unanimously approved the disbursements as presented.

The Board reviewed the posting locations and meeting dates for 2019. Upon motion duly made by Director Davis, seconded by Director Morton, and upon vote unanimously approved the designation of posting locations and a change to the meeting dates to the first Thursday of every even month as listed in the packet.

PUBLIC HEARING ON 2019 BUDGET

The Board opened a public hearing on the 2019 Budget. There was no public present and the hearing was closed.

Randy Warren reviewed the Budget memo with staff recommendations provided in the Board packet noting individual line items, scheduled bond payments, large expense items, capital improvements, and operator staffing expenses.

The Douglas County assessed value dropped slightly for 2019 but will make no significant change to budgeted numbers. The proposed mill levy is to remain the same. Staff prepared a Capital Project Forecast through 2022 for Board review and answered Board questions.

RESOLUTION TO ADOPT 2019 BUDGET, APPROPRIATE FUNDS AND SET MILL LEVY

Following Board discussion, upon motion duly made by Director Morton, seconded by Director Davis, and upon vote, the Board unanimously approved the Resolution to Approve the 2019 Budget, Appropriate Funds and Set the Mill Levy subject to final assessed values from the counties. Staff was directed to file the budget and mill levy certification with the appropriate offices to meet statutory requirements.

PROJECT UPDATES

Luis Tovar reviewed the items in the project update memos. Luis reviewed the iron and manganese treatment systems. Staff continues to review the design. They are considering a system that will allow reuse of the backwash water which would be a small capital investment.

The sanitary sewer lining project is complete and staff is reviewing post-lining videos in order to provide a Substantial Completion to the Contractor. There is a 5 year warranty on the project with a 50 year lifetime.

The irrigation meter retrofits project has a Change Order to modify pricing to install indoor meters (24). Once completed, the entire district will have separate irrigation metered.

Luis has been talking with the Pinery regarding a proposed water trade for WISE Water and Cherry Creek Project Water Authority water. Luis recommends NOT purchasing the Douglas County option for additional WISE water but instead pursue a trade with the Pinery. Following Board discussion, Staff was directed to explore the water trade with the Pinery.

Luis informed the Board of a sewer spill in County Line Road. The amount spilled did not create a violation with the Health Department. Staff was on-site and an emergency repair crew was in the area for a quick repair. Following the repair, the line was videoed to find that there are

gaskets blocking the flow and a curve in the line that could cause another incident. Staff has provided a proposal to redesign that section of line to prevent further problems.

Randy reviewed the memo on the 2018 Audit Proposal Review, recommending that the District change auditors. Staff contacted several local firms and recommends Logan & Associates as the lowest bid cost. Staff also has experience working with this firm in other Districts.

CONTRACTS

Luis Tovar reviewed the Contracts as listed and detailed below:

1. Irrigation Meter Install – CO for installation of indoor meters for \$5,220
2. County Line Sewer Repair – MMRE will redesign sewer line in County Line Road and Inverness Pkwy for \$28,500
3. 2019 District Management – MMRE annual contract renewal for general district management, \$194,000
4. 2019 District Accounting & Billing – MMRE will provide annual accounting and billing services, \$96,000
5. 2019 District Operations Oversight – MMRE will work with the Operations crew providing direction and oversight, \$48,000
6. 2019 District Oversight – IPLLC costs for annual oversight, \$5,800
7. 2019 Emergency Services – C&L Water Solutions will be available for emergency repairs on time and materials basis
8. 2018 Financial Audit – Logan & Associates has provided a proposal for audit services, \$7,200.

Upon motion duly made by Director Morton, seconded by Director Stone and upon vote, unanimously carried, the Board approved the contracts listed above.

ADJOURNMENT There being no further business to come before the Board and upon motion duly made, seconded and unanimously carried the meeting was adjourned. The next regular meeting is scheduled for February 7, 2019 at 3:00pm at the District office location at 188 Inverness Drive West, Suite 150 Englewood, CO.

Date: _____
READ AND APPROVED BY THE BOARD:

Charles Davis, Secretary